



Date: August 5, 1999 Mass Mailer #99-13

To: All School Districts and County Superintendents of Schools

Subject: **REPORTING REQUIREMENTS FOR FACILITIES UTILIZED FOR
COMMUNITY, REGIONAL OCCUPATIONAL PROGRAMS, OR EXPELLED
PUPILS**

The following entities shall report to the State Allocation Board (SAB) on the facilities utilized for the programs identified below every three years:

- Education Code Section 1986 (d), for county superintendent of schools operating community school programs.
- Education Code Section 17285 (d), for governing boards operating regional occupational centers or programs.
- Education Code Section 17292.5 (c), for school districts operating expelled pupil programs.

This report is due to the SAB before September 1, 1999. If you operate one of these programs, please submit a *Tri-Annual Report of Facilities* (Form SAB 406B) to the Office of Public School Construction (OPSC) on or before September 1, 1999.

Additionally, these entities are required to certify to the SAB, prior to leasing facilities for these programs, that all reasonable efforts were made to locate these programs in facilities that conform to the structural safety standards of the California Code of Regulations. If appropriate, please submit the *Facilities Certification* (Form SAB 406A) to the OPSC.

These forms can be accessed on the OPSC Internet site at <http://www.dgs.ca.gov/opsc>, see Forms Listings under Resource Information. Should you have questions or need any additional information regarding the contents of this letter, please contact Sally Lemenager, Project Manager at slemenager@dgs.ca.gov or (916) 323-0139.

Sincerely,

LUISA M. PARK
Interim Executive Officer
Office of Public School Construction

LMP:AE:ed